

COVENTRY HOUSING AUTHORITY

MINUTES

JUNE 16, 2010

The Town of Coventry Housing Authority met in regular monthly session on Wednesday, June 16, 2010. The Chairman, Robert DiPadua, called the meeting to order at 4:30 p.m. and the following commissioners were present: Rebecca Parenteau, Rosalie Jalbert and Maurice DeGraide. Julie Leddy, Executive Director and Arthur Capaldi, Legal Counsel were also present.

MINUTES:

Motion was made by Commissioner Jalbert and seconded by Commissioner Parenteau to approve the minutes of the May 19, 2010 meeting as presented. Motion carried with all in favor.

TREASURER'S REPORT:

After review of expenditures, motion was made by Commissioner Parenteau and seconded by Commissioner Jalbert to approve the Treasurer's Report. Motion carried with all in favor.

DIRECTOR'S REPORT:

Julie reported on two questions that were brought up at the last Board meeting; the pumping of waste had taken place at NRT, not KOV as listed and the black truck always has increased mileage as it is always used for pick up of materials. The other two trucks are used for trash pick so they are not used for pick up of materials.

The Older Americans luncheon made the front page of the Daily Times and the Coventry Courier. A copy of the Times was purchased for each of the residents 90 and over. Several thank you notes were received from residents for this luncheon.

Julie attended a ½ day workshop on Health Care reform sponsored by GenCorp Insurance with representatives from Blue Cross and United Health available. Areas that will affect the Authority will be dependent coverage and also the tax credit.

As a member of the Scholarship Committee for NERC/NAHRO, Julie received 36 scholarship applications to rank for the \$5,000 annual NERC/NAHRO scholarship.

Julie met with Hartford Paving and Crossman Engineering to discuss the contract for sidewalk replacement at NRT. The schedule was received on Tuesday and the work will begin next Monday. Julie will give Commissioner DeGraide a copy of the schedule.

Julie also met with Crossman Engineering to submit the Building Committee's recommendation for an on-site Maintenance facility. They are currently preparing the first conceptual drawings. Chairman DiPadua requested that Chairman DeGraide keep track of this project and report progress to the board.

The waiting list for Section 8 will be opening on June 17th and 18th. The current list now has less than 100 applicants and opening the list will allow the addition of Coventry residents as well.

Included in today's packet is correspondence from the Town of Coventry for a proposed utility easement at North Road Terrace. The Town is looking to expand its sewer service to the Tiogue School and properties off East Shore Drive. Information has been forwarded to legal counsel.

Information is provided in today's packet for the 17th Annual Conference for Commissioners and Directors. Leo Dauwer will present this conference in September. Anyone wishing to attend should notify Julie at the next meeting.

A plaque is being procured for Rudy Robitaille for his years of service to the Authority. Rudy's family requested that the plaque be presented in the day room and they would like to be present when he receives it.

Kevin McGee has submitted his resignation from the Board to the Town Council. Julie has spoken to the Town Clerk who states that the Council is advertising for this vacancy and will forward any interested applicants to the board following the closing date.

MAINTENANCE REPORT:

Discussion was held regarding a break-in at the JOH storage garage. Only a chain saw was taken and the police caught the robbers. Ed added a dead bolt to the door as well as a new remote overhead door opener and an anti-tamper plate was installed over the top of the latch/lock assembly to prevent further problems.

HOUSING REPORT:

Julie reports that in Public Housing, the fourth vacancy is being finished this month and there are two left. The Authority still has not received approval on the subsidy for this year. The Housing Choice Voucher is at 97% lease-up and there were no vacancies at Crossroads in May.

RESIDENT SERVICE COORDINATOR:

The Project Linus blanket program and the Salad Garden Box program are going very well. It is hoped that the vegetables from the garden will be shared with any and all.

FAMILY SELF-SUFFICIENCY:

Erin has returned to work and she expressed that she is thankful to everyone who kept FSS, newsletters, etc. going while she was on leave.

One FSS participant has been pre-qualified and is looking for a home to purchase. Commissioner Jalbert requested that the program coordinators attend the meeting to give

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their reports and answer questions. Julie stated that Deidre will be at next month's meeting.

CORRESPONDENCE:

- NAHRO letter: notification of Award of Merit for Team Work/Healthy Work
- Resignation letter from Commissioner McGee

UNFINISHED BUSINESS: None

NEW BUSINESS:

A) NERC/NAHRO Conference: Julie will be attending the Boston Summer Conference to accept the NAHRO Award of Merit for the Team Work/Healthy Work program and she would also like to send one person to the NERC Conference in Maine to accept the award for the same program. Motion was made by Commissioner Jalbert and seconded by Commissioner DeGraide to send one person to the NERC/NAHRO Conference. Motion carried with all in favor.

B) Roofing Bids: Proposals for the replacement of roofs were received. The lowest bidder, Belcour Corporation, was interviewed and based on the recommendation of the architect, the review of current contractor's license and the past experience with this firm, Julie is recommending that the contract be awarded to Belcour Corporation at a cost of \$103,500.00. Motion was made by Commissioner DeGraide and seconded by Commissioner Parenteau to award the bid to Belcour Corporation. Motion carried with all in favor.

OPEN DISCUSSION:

Discussion was held with tenants attending the meeting. A letter was received from MaryLee B. Harrington, Secretary of the KOV Tenant's Association. The letter, which was sent to several recipients, is requesting that a standard traffic light be installed at the intersection of Rte. 117 and Contentment Drive. Senator Raptakis has agreed to work on this and will also discuss it with DOT. Motion was made by Commissioner Jalbert and seconded by Commissioner DeGraide to have the Housing Authority address this issue in writing. Motion carried with all in favor.

Commissioner DeGraide brought up discussion regarding the last time roofs were replaced at KOV. He stated that when he inspected one of the roofs he found moisture problems because of the way they were insulated.

Discussion was also held regarding the Year-to-Date Financials. Julie discussed the new report format. Commissioner Jalbert stated that she would like to see a class held for the commissioners to allow them a better understanding of the financial reports. Julie

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will look into this, possibly to be done at the retreat. Commissioner Jalbert also informed the board that Sunday's paper had an auction notice for Fleet Construction.

Commissioner DeGraide questioned why maintenance jobs are only advertised in the Journal. Julie responded that they also always advertised in the Times. Commissioner DeGraide also stated that he feels that a High School degree should not be necessary for a maintenance job. Julie stated that she would like to pursue the possibility of hiring a maintenance worker who also has a plumbing or electrician's license.

One of the tenants who attended the meeting requested that the two curbs on each side of the maintenance driveway be sloped down for easier wheelchair accessibility.

There being no further business to discuss, motion was made by Commissioner Jalbert and seconded by Commissioner Parenteau to adjourn. Motion carried with all in favor.

GAIL T. WOODWARD
RECORDING SECRETARY